

Conflict of Interest

---

Designated Positions/Disclosure Categories

Persons occupying the following positions are designated employees in Category 1:

Governing Board Members  
District Superintendent  
Assistant Superintendents  
Directors  
Chief Technology Officer  
Purchasing Specialist

Designated persons in this category must report:

1. Interests in real property located entirely or partly within district boundaries, or within two miles of district boundaries or of any land owned or used by the district. Such interests include any leasehold, beneficial, or ownership interest or option to acquire such interest in real property.
2. Investments or business positions in or income from sources which:
  - (a) Are engaged in the acquisition or disposal of real property within the district
  - (b) Are contractors or subcontractors which are or have been within the past two years engaged in work or services of the type used by the district or
  - (c) Manufacture or sell supplies, books, machinery, or equipment of the type used by the district

Persons occupying the following positions are designated employees in Category 2:

Director, Facilities, Maintenance, Operations and Transportation

Designated persons in this category must report investments or business positions in or income from sources that:

1. Are contractors or subcontractors engaged in work or services of the type used by the department that the designated person manages or directs, or
2. Manufacture or sell supplies, books, machinery, or equipment of the type used by the department that the designated person manages or directs.

Persons occupying the following positions are designated as consultants:

Consultants are designated employees who must disclose financial interests as determined on a case-by-case basis by the Superintendent or designee. The Superintendent or designee's written determination shall include a description of the consultant's duties and a statement of the extent of disclosure requirements based upon that description. All such determinations are public records and shall be retained for public inspection along with this conflict of interest code.

Conflict of Interest

---

A consultant is an individual who, pursuant to a contract with the district, makes a governmental decision whether to:

1. Approve a rate, rule, or regulation
2. Adopt or enforce a law
3. Issue, deny, suspend, or revoke a permit, license, application, certificate, approval, order, or similar authorization or entitlement
4. Authorize the district to enter into, modify, or renew a contract that requires district approval
5. Grant district approval to a contract or contract specifications which require district approval and in which the district is a party
6. Grant district approval to a plan, design, report, study, or similar item
7. Adopt or grant district approval of district policies, standards, or guidelines

A consultant is also an individual who, pursuant to a contract with the district, serves in a staff capacity with the district and in that capacity participates in making a governmental decision as defined in 2 CCR 18702.2 or performs the same or substantially all the same duties for the district that would otherwise be performed by an individual holding a position specified in the district's Conflict of Interest Code.

Issued: 7/9/02

Reviewed: 2/14/06

Revised: 6/13/06